



BULLETPROOF
ACADEMY

BUSINESS SKILLS COLLECTION

Operations Curriculum

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Six Sigma Black Belt (2015 BOK): Organization-wide Planning and Deployment

Fundamentals of Lean and Six Sigma and their Applications

[oper_36_a01_bs_enus](#)

Six Sigma Project Selection, Roles, and Responsibilities

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Six Sigma Strategic Planning and Deployment

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Six Sigma Black Belt (2015 BOK): Organizational Process Management and Measures

Impact on Stakeholders and Benchmarking for Six Sigma

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Using Business and Financial Measures in Six Sigma

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Six Sigma Black Belt (2015 BOK): Team Management

Six Sigma Team Dynamics, Roles, and Success Factors

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Six Sigma Team Facilitation and Leadership

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Six Sigma Team Dynamics and Training

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Six Sigma Black Belt (2015 BOK): Define

Determining Requirements by Listening to the Voice of the Customer in Six Sigma

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Using Basic Statistics and Graphical Methods in Six Sigma	oper_40_a04_bs_enus
Probability and Probability Distributions in Six Sigma	oper_40_a05_bs_enus
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Strategic Planning Curriculum		
Fundamentals of Business Planning		
	Preparing and Implementing a Business Plan	ast_02_a01_bs_enus
Thinking Strategically and Managing Risk		
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	Identifying Risks in Your Organization	ast_01_a03_bs_enus
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	Comprehending Financials: A Guide to Financial Statements	fin_08_a03_bs_enus
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Focusing on the Bottom Line as an Employee	afn_01_a01_bs_enus
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Human Resources Curriculum	
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Organization and HR: Employee Relations	hr_19_a04_bs_enus
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	Ensuring Onboarding Success	ahr_01_a03_bs_enus
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The Art and Science of Communication	acm_07_a01_bs_enus
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Choosing the Right Interpersonal Communication Method to Make Your Point	acm_07_a04_bs_enus
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Navigating the Workplace with Emotional Intelligence	acm_13_a03_bs_enus
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Storytelling Basics	
Fundamentals of Business Storytelling	acm_17_a01_bs_enus
Writing Skills for Technical Professionals	
Improving Your Technical Writing Skills	acm_06_a01_it_enus
Effective Communication	
Communicating with Confidence	bs_acm18_a01_enus
Note-taking Skills	
Taking Effective and Professional Notes	bs_acm19_a01_enus

Personal Development Curriculum	
Perseverance at Work	
Forging Ahead with Perseverance and Resilience	pe_03_a01_bs_enus
Reaching Goals Using Perseverance and Resilience	pe_03_a02_bs_enus
Building, Rebuilding and Sustaining Trust	
The Building Blocks of Building Trust	pe_04_a01_bs_enus
Improving Your Work/Life Balance	
Taking Stock of Your Work/Life Balance	pd_30_a01_bs_enus
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Take a Deep Breath and Manage Your Stress	pd_30_a03_bs_enus
Navigating through Organizational Change	
Organizations Change So Get Ready	pd_31_a01_bs_enus
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Organize Your Physical and Digital Workspace	pd_32_a01_bs_enus
Avoid Procrastination by Getting Organized Instead	pd_32_a02_bs_enus
Maximize Your Productivity by Managing Time and Tasks	pd_32_a03_bs_enus
Achieve Productivity in Your Personal Life	pd_32_a04_bs_enus
Polishing Your Professional Edge	
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Becoming More Professional through Business Etiquette	pe_05_a03_bs_enus
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360 Degree Relationships	
Cultivating Relationships with Your Peers	apd_04_a01_bs_enus
Building Your Professional Network	apd_04_a02_bs_enus
Building Rapport with Your Boss	apd_04_a03_bs_enus
Diversity on the Job	
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Performing Under Pressure	
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Public Speaking Strategies	
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Unleashing Personal and Team Creativity	apd_02_a01_bs_enus
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Time Management	
Aligning Goals and Priorities to Manage Time	apd_08_a01_bs_enus
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Uncovering and Utilizing Your Talents and Skills	apd_10_a01_bs_enus
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Beating Procrastination by Boosting Your Creativity and Drive	apd_11_a02_bs_enus
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Understanding Unconscious Bias	apd_14_a01_bs_enus
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